

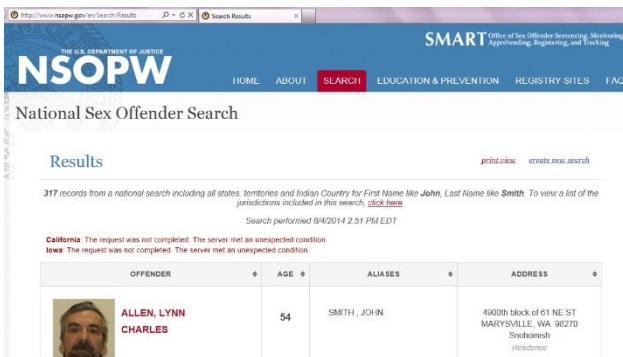
National Service Criminal History Check Guidance National Sex Offender Public Website (NSOPW) Check



The NSOPW is an Internet-based system operated by the U.S. Department of Justice. The system gathers data from all participating State-level sex offender registries plus those operated by Guam, Puerto Rico, the District of Columbia and Tribal Governments. The NSOPW is also known as the National Sex Offender Public Registry, NSOPR. (<http://www.nsopr.gov>). This check can be obtained free of charge from the NSOPW.gov website.

INSTRUCTIONS

1. The nationwide search must be conducted and documented before covered individuals start work or service. The required nationwide NSOPW check must be performed on a national level. Do not use the "advanced" search feature because it limits the search to less than nationwide.
2. If any state is not reporting when you conduct the check, you must conduct the search again until all state registries are cleared. The result will indicate whether or not any individual state systems were inoperable during that search. You may supplement the first NSOPW check by checking the state sex offender registr(ies) that are down. Individuals cannot begin working or serving hours under the grant until the nationwide NSOPW is completed.
3. If the results indicate name-based hits, print the list of hits and demonstrate that you've reviewed all the hits and determined that they do not match your candidate.
4. Retain your date-stamped result to demonstrate that results were considered. A 'no record found' result must also be kept. Keep confidential as a part of grant record.



As of January 1, 2013, **all staff and all participants** receiving a salary, stipend, living allowance, education award under the grant either on the federal share or grantee share of the budget are required to have a national sex offender check, **regardless of whether or not they have access to vulnerable populations**. This includes staff on RSVP grants.